

# Memorandum

**TO:** Distribution List  
**FROM:** Bryan Tippie, Budget Director  
**DATE:** July 23, 2004  
**Re:** Minutes of the July 15, 2004 Finance Committee Meeting



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Committee Members present: Mr. Ray Graham

The Finance Committee met on July 15, 2004, at 4:00 p.m. in the Warren Green Building 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

**County Treasurer's Report:** Beth Ledgerton, Treasurer, presented the Treasurer's Report for the Finance Committee's consideration.

**County Attorney's Report:** Tracy Gallehr, Assistant County Attorney, presented the County Attorney's Report for the Finance Committee's consideration.

## **Consent Agenda**

### **Supplemental Appropriations:**

The following supplemental appropriations were approved for forwarding to the Board of Supervisors for their consideration unless otherwise noted.

### **FY 2004**

#### **1. Joint Communications Center - \$22,051**

\$22,051 was approved for appropriation, \$19,475 from Wireless 911 revenue and \$2,576 from street sign revenue, to professional services for sign replacement.

#### **2. Fire and Emergency Services - \$1,373**

- a. \$908 from Fire and Rescue was approved for appropriation to the Fire and Emergency Services for training classes.
- b. \$465 from Fire and Rescue was approved for appropriation to the Fire and Emergency Services for training classes.

#### **3. Budget Office - \$4,599,920**

\$2,954,940 from Fund Balance was approved for appropriation, \$2,375,084 as County match to the New High School Capital account and \$579,856 to the Construction Reserve. Also \$1,644,980 was approved for transfer from Monroe Park, Economic Opportunity and Convenience Site Relocation Capital accounts to the Construction Reserve.

**4. Parks and Recreation Comprehensive Maintenance - \$169,200**

\$169,200 from Parks and Recreation Comprehensive Maintenance funding in the Capital Improvement Fund was approved for appropriation to the General Services Department. This is an accounting adjustment.

**5. Clerk of the Circuit Court - \$3,425**

\$3,425 from Clerk of the Circuit Court fees was approved for appropriation to the Clerk of the Circuit Court temporary salary line.

**6. Finance - \$153,000**

\$153,000 from the Health Insurance Reserve account was approved for transfer to the Health Insurance Fund.

**Transfers:**

None

**Regular Agenda**

**Supplemental Appropriations:**

**FY 2004**

**1. Parks and Recreation - \$30,000**

\$30,000 in Trust Fund donations was approved for appropriation to the Parks and Recreation Department. This action was taken to comply with the County auditors request.

**2. Budget Office - \$17,000**

\$17,000 from funding provided by Adelphia Cable Telecommunications Company and from the General Fund was approved for appropriation to the School Division operating budget for telecommunication needs.

**3. Finance – Armory Budget - \$19,400**

\$19,400 in State Funds and rental revenue was approved to be appropriated for an Armory budget in the General Fund.

**FY 2005**

**4. Community Development - \$150,000**

\$150,000 from Fund Balance-Carryover was approved for appropriation to Community Development for Wade Court road improvements.

**5. Budget Office - \$117,783**

\$117,783 from the Utility Fund was approved for appropriation to the Capital Fund to support related expenses of the Botha Affordable Housing Project.

**6. Information Technology - \$250,000**

\$250,000 for a Fiber Optic Project was approved for appropriation from Fund Balance to the Information Technology Department budget.

**7. Clerk of the Circuit Court - \$42,475**

The residual of a State funded Library of Virginia Grant was approved for appropriation from Fund Balance – Carryover to the Clerk of the Circuit Court's budget to complete the project.

**8. School Division - \$8,500**

\$8,500 was approved for appropriation from the Capital Fund to the School Division building services capital equipment line for an American Disabilities Act (ADA) project at Fauquier High School (FHS). This action will improve service for handicapped students.

**Transfers:  
FY 2005**

**1. School Division - \$49,500**

\$49,500 from a School Capital Fund project was approved for transfer to support the ADA Project stated in item 8 above.

**2. Social Services - \$50,000**

\$50,000 was approved for transfer from the Contingency Reserve to the Social Services budget as Fauquier County's funding support for the construction of a replacement structure for the Birmingham Green Assisted Living Facility.

**Comments**

**Finance:**

Health Insurance – Janice Bourne, Finance Director, provided the health insurance fund summary.

From June 2003 to June 2004, there has been a 16.4% increase in expenditures. The average for the year in FY 2004 was \$858,467 per month.

**The next Finance Committee Meeting  
will be August 19, 2004 at 4:00 p.m.**